

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
OCTOBER 18, 2010**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Anna Eddy, Sue Halpin, Judy Igielski, Pauline Kruk, Iris Larsson, LeeAnn Manke, Maureen O'Connor Lyons, Tony Palermينو, Eric Rothauser, Diane Stamm

BOARD MEMBERS ABSENT

Dennis Doyle, Alan Nafis, Neil Ryan, Trudie Walker

STAFF

Lisa Masten, Interim Library Director
Gail Whitney, Secretary for the Board

TOWN COUNCIL LIAISON

Kris Nasinnyk

TOWN COUNCIL LIAISON ABSENT

David Nagel

BOARD OF EDUCATION LIAISON

Sharon Braverman

FRIENDS

Brian Wood

GUEST

Jeananne McMahon

CALL TO ORDER

The meeting was called to order by Eric Rothauser at 7:06 PM.

I. ROLL CALL

II. EXECUTIVE SESSION REGARDING LIBRARY DIRECTOR SEARCH

MOTION: Paul Crosswaith made a motion to go into Executive Session to discuss the Library Director search, Judy Igielski seconded the motion, all were in favor and the motion was unanimously approved at 7:07 PM. The meeting resumed at 7:30 PM.

III. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Judy reported that she just received a text from her husband that Alan Nafis had called her home and indicated that he was ill and would not be attending this evening's meeting. Judy also reported that she visited with Trudie Walker last week and she is doing well and hopes to be home soon.

MOTION: Maureen Lyons made a motion to accept the minutes of the regular monthly meeting of September 14, 2010, LeeAnn Manke seconded the motion, and the motion to accept the minutes of the regular monthly meeting of September 14, 2010 was unanimously approved with a 10-0 vote.

IV. PUBLIC PARTICIPATION

Kris Nasinnyk stated that she read about the grant from the Hartford Foundation of Public Giving for the computers. Lisa indicated this grant has allowed the Library to purchase six laptops, upgrade the wireless throughout the Library, and computer classes will be held.

Sharon Braverman reported that the Board of Education will be honoring the Teacher of the Year at a dinner next week.

V. TREASURER'S REPORT

Iris reported that the accountant has sent in the financial statements and there are no problems; the income tax has been filed, and Lynn has a copy of the tax return in the Library's main office.

VI. ACTING LIBRARY DIRECTOR'S REPORT

Lisa reported that things have settled down from the very busy summer. Pat Pierce has been promoted to the Head of Children's Services effective October 4th. The annual Sliva event will take place on November 10th featuring author Karen Romano Young. As stated earlier, the grant from the Hartford Foundation of Public Giving has been received and the Town's IT Department has already begun to upgrade the wireless system in the Community Room, and installed software into the six laptops. On November 9th the first computer class on how to set up a free email account will take place. Future classes include learning to use Excel and Word. The library consortium has also provided a grant of \$30,000 and two E-Readers and an MP3 player have been purchased. People will be able to download audio books on their computers. On November 4th there will be a two hour class for staff on downloading these audio books, and a public class will be held on November 15th.

Staff has been working on the stacks and shifting the nonfiction area. HVAC work will begin within the next two weeks and areas of the Library will be cordoned off due to this work for the safety of the patrons. The HVAC work includes replacing the compressor on the roof.

VII. FRIENDS OF THE LIBRARY

Brian Wood reported that the Friends have set their budget for the coming year at \$41,663. The Friends were in attendance at the WaterFall Festival on September 25th where they kicked off their 50th Anniversary by giving out green cupcakes and green balloons. They also have a new tote bag featuring the 50th Anniversary Celebration. On October 16th the Friends participated in Shop For A Cause at Macy's and 152 tickets were sold and \$760 was raised. Celebration is scheduled for Saturday, November 13th at the Library beginning at 7:30 PM. The November Book Sale is scheduled for November 20th and 21st and will be held at the

Senior and Disabled Center. The shipping container continues to work out well and presently has 696 cartons of books. The next Friends meeting is scheduled for November 10th.

VIII. COMMITTEE REPORTS

Eric reported that Committee assignments have been made, along with the appointment of Chairpersons for each Committee.

A. PEP (Planning, Evaluation, Policy)

Trudie was not in attendance. Trudie will continue on as Chairperson of the PEP Committee. Pauline asked members of the PEP Committee to stay after this evening in order to schedule a future PEP Committee meeting.

B. Investment Committee

Neil was not in attendance. Neil will continue on as Chairperson of the Investment Committee. Eric stated he spoke with Neil who reported that he will be calling a meeting of the Investment Committee to discuss a memorandum received from the financial adviser regarding the Everbank account.

C. House Committee

1. Schedule Walk-through With New House Committee Members
2. Pending Items From Last Year

Diane will continue on as Chairperson of the House Committee. She would like to schedule a walk-through on a Saturday in the very near future. She heard from a patron who didn't like the long grass by the front door and this patron offered to donate some plants for the area. Diane indicated that plants in that area would not be the best idea because of maintenance, but has other ideas where to place these donated plants. When the House Committee meets she would like to set up committees for individual projects. Anna asked about the curtains being cleaned. It was not known if curtain cleaning was part of the cleaning service contract, but Lisa will check into that.

D. Facility and Site

Iris stated she had no report. Maureen will now serve as Chairperson of the Facility and Site Committee.

E. Fund Development

Anna stated that since LeeAnn will be assuming the Chairperson role for the Fund Development Committee, the PowerPoint presentation should be reviewed with a fresh set of eyes. This will assist all the Fund Development Committee members.

F. Budget

Maureen had no report. Alan will now serve as Chairperson of the Budget Committee.

IX. OLD BUSINESS

A. Expansion Study Update

Eric stated there is nothing new to report on this.

B. Bylaws Revision Committee Report

Eric stated there is nothing new to report on this.

X. NEW BUSINESS

A. Committee Assignments

Eric thanked everyone for their assignments to the various committees and is assured that the Chairpersons of each committee will be calling for a meeting in the near future.

B. Hanel Event

Lisa reported that the Hanel Event is usually held in the fall, however it is too late at this time to schedule something. She distributed information about various entertainment for the Hanel Event. A possible performer for a children's program is booked the summer of 2011; Lisa will try to schedule this for next fall. A spring Hanel Event will take place with ideas of Japanese Drums, Dances of Brazil, Sounds of New England – Lisa will research these ideas, costs, and availability, and report to the Board at the November meeting. Pauline indicated that the Sounds of New England offer grants to off set costs.

Eric reported that the 5K Race Committee will begin meeting before the December Board meeting. There was a suggestion of having a Children's Fun Run. This will be the 15th year for the Library's 5K Race. The 2010 race had 270 participants.

XI. PUBLIC PARTICIPATION

There was no Public Participation.

XII. ADJOURNMENT

MOTION: Maureen O'Connor Lyons made a motion to adjourn, Diane Stamm seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with a 10-0 vote at 8:15 PM.